



Position Announcement

SENIOR ASSISTANT ATTORNEY GENERAL, C.E.A.

Public Rights Division

Monthly Salary:
\$10,481 - \$12,141

Application Deadline: January 23, 2015

About the Organization

Attorney General Kamala D. Harris is the state's chief law enforcement officer, responsible for ensuring that state laws are uniformly and adequately enforced. The Department includes approximately 4,000 employees who provide legal and law enforcement services to the state, including representing the People of California in civil and criminal matters before trial courts, appellate courts and the supreme courts of California and the United States, and law enforcement activities such as criminal investigations, apprehending criminals, and exchanging criminal intelligence using state-of-the-art technology. More information is available at www.oag.ca.gov.

About the Position

Under the direction of the Attorney General, the Chief Deputy Attorney General for Legal Affairs, and the Chief Assistant Attorney General, the Senior Assistant Attorney General (SAAG), C.E.A. plans, directs and organizes the work of the Privacy Enforcement and Protection Unit within the Public Rights Division of the Department of Justice. The SAAG, C.E.A. also develops policies and procedures with regard to the Privacy Enforcement and Protection Unit; represents the Attorney General before the courts, the Legislature, the public, other governmental agencies and the Governor's office; and advises the Attorney General on legal issues impacting the Department of Justice. As a member of the executive management team, the SAAG, C.E.A. consults with the Chief Assistant Attorney General in the development and formulation of legal and litigation policy and program objectives; has direct responsibility for personnel management and employee utilization, provides direction and guidance to subordinates through the supervising deputy structure, and may personally assist subordinates in complex litigation; and prepares annual budget requests and performs ongoing programmatic monitoring and reporting functions.

Minimum Qualifications

Membership in The State Bar of California. (Applicants must have active membership in The State Bar before they will be eligible for appointment.) and Ten years of Experience performing legal duties, four years of which must be at a level of responsibility equivalent to Deputy Attorney General III. The four years of experience at the Deputy Attorney General III level must be obtained in California state service. Applicants who have completed nine and one-half years of the required total legal

experience and three and one-half years of the required experience comparable to the Deputy Attorney General III level may be admitted into the examination but must complete the required 10 years' total legal experience and the four years of experience at the Deputy Attorney General III level before they will be eligible for appointment.

Experience in the “practice of law” or “performing legal duties” or “legal experience” is defined as only that legal experience acquired after admission to The Bar.

Desirable Qualifications

1. Knowledge of state and federal privacy laws and consumer protection laws as they relate to the specialized field of privacy enforcement and protection, and experience in litigating before the courts or in administrative proceedings.
2. Knowledge of the management policies and practices of the Attorney General's Office.
3. Ability to analyze complex legal problems and apply legal principles and precedents.
4. Ability to provide sound legal advice to the Attorney General, the Chief Deputy Attorney General for Legal Affairs, the Chief Assistant Attorney General of the Public Rights Division, subordinates, and clients on litigation and policy matters relating to legislation and regulations which will promote the interests of protecting California residents' privacy while promoting criminal law enforcement efforts in investigating and prosecuting privacy and computer-related crimes.
5. Ability to lead, manage and supervise a legal section comprised of lawyers and other professionals.

Examination Information

A minimum range of 70% must be attained to obtain list eligibility. Hiring interviews may be conducted with the most qualified candidates. All candidates will receive written notification of their examination results. The result of this examination will be used only to fill positions of **Senior Assistant Attorney General, C.E.A. Privacy Enforcement and Protection Unit, Public Rights Division** with the **DEPARTMENT OF JUSTICE**. Applications will be retained for twelve months.

The Results of this examination will be used only to fill this position.

The examination process will consist of an application, resume, and Statement of Qualifications evaluation. The Statement of Qualifications will be used to evaluate your educational experience as it relates to the “Desirable Qualifications” and may also serve as documentation of each candidate's ability to present information clearly and concisely in writing since this is a critical factor to successful job performance. The Statement of Qualifications may be the only basis for your final score and rank on the eligible list, which could be used to fill the position for a period of up to twelve months. Interviews may be conducted as part of the examination process.

All Applicants will be notified of the results.

Filing Instructions

Interested applicants must submit:

- A complete Standard State Application (Form 678).
- A “Statement of Qualifications.” The statement is a narrative discussion of how the candidate’s education, training, experience, and skills meet the minimum and desirable qualifications and qualify them for the position. The Statement of Qualifications serves as a documentation of each candidate’s ability to present information clearly and concisely in writing should be typed and no more than two pages in length, one inch margins and 12 pt. Times New Roman font.
- Resumes must be submitted with, but will not replace the Statement of Qualifications.

To Apply

Please send your Standard State Application (STD 678), resume, and a statement of qualifications (SOQ) no longer than two pages to: Bradley Thomson at Department of Justice, PO Box 944255, Sacramento, CA, 94244-2550. Please [click here](#) to view the official bulletin.